

Purchasing Department
2815 East Garland Avenue
Spokane, WA 99205889

phone (509) 3547174
fax (509) 3547183
www.spokaneschools.org



February 13, 2020

RE: SPS Quote 8718-1920 Surplus Curriculum Materials

Interested Parties,

A listing of surplus curriculum materials is provided by separate attachment. **Any Washington State funded entity requesting materials shall be given first priority.** Any items not requested by a public agency will be sold to the highest private respondent with the following understanding:

1. To ensure your solicitation response is properly evaluated, reply to both JamesJ@SpokaneSchools.org and CathyCa@SpokaneSchools.org with your pricing attached or embedded no later than 4:00 PM PST, March 18th, 2020. The District appreciates responses to be on the Excel form attached but sending by other method will not impact award.
2. Preference shall be given to respondents submitting an offer to purchase the entire list of curriculum materials.
3. This quotation may be awarded on a title by title basis, with a minimum total purchase value of \$200.00 (minimum exempted for Washington State funded entities).
4. Include any minimum quantities for offered pricing.
5. Pickup from our Central Warehouse (address below) will be required by 2:30 PM March 27th, 2020 and all transportation costs will be the respondent's responsibility (including Washington State funded entities).
6. The determination to award will be made by Spokane Public Schools (SPS) with consideration given first to any Washington State funded entity, then to the price offered and the SPS staff time required to fulfill the terms of the offer.
7. Notification of award will be issued on or before 4:00 PM PST, March 10th, 2020.

Address of the SPS Central Warehouse is:
2815 E. Garland Avenue
Spokane, WA 99207

Please email any questions you might have to both JamesJ@SpokaneSchools.org and CathyCa@SpokaneSchools.org. Response will occur as soon as is reasonable but no earlier than 4:00 PM PDT on Tuesday, March 10th, 2020.

Thank you for your time and consideration,

James "JJ" Johnson
Instructional Materials Resource Specialist
Purchasing
Spokane Public Schools

509-354-7189
509-354-7183 fax
JamesJ@SpokaneSchools.org